

Michigan Public Safety Frequency Advisory Committee

Request for resolution of an interference problem

Date: \_\_\_\_\_

Organization making complaint \_\_\_\_\_

Adr. \_\_\_\_\_

C/S/Z \_\_\_\_\_

Respondent: \_\_\_\_\_

Adr. \_\_\_\_\_

C/S/Z \_\_\_\_\_

HEARING FORMAT AND INFORMATION TO BE PROVIDED TO COMMITTEE

1. Identification of representatives present for complaint
2. Acknowledgement of each party that it is their intent to proceed in this forum to seek a good faith resolution of the interference issue. If a party's appearance today is not to seek a good faith resolution, but for some other purpose, then the party or parties is/are asked to make a statement as to how it intends to pursue resolution of the dispute.
3. MATTERS OF FACT
  - a. Date each of the relevant RF transmitters was put on the air.
  - b. Date each was licensed.
  - c. Transmitter Input power and ERP for each station
  - d. Description of historical coverage area and antenna configuration.
  - e. Statement of any modifications to historical information that might have effected power output and coverage areas.
  - f. Unit of government served by each station and type of communications handled in each communication network
  - g. Statement of technology employed:

1. Analog or digital
2. Mode of broadcast (AM/FM/Digital/other)
  
4. Date interference first detected.
  
5. Describe duration of interference: continuous/intermittent
  
6. At what frequency or frequencies has/have interference been detected?
  
7. Have there been any other disputes or interference problems between the parties involved in this dispute prior to the current problem?
  
8. Each party is asked to reveal any previous sanctions, warnings rulings or orders it may have received related to the operation of its RF transmission systems within the ten years preceding the date of this dispute resolution.
  
9. Describe the impact of the interference on your ability to communicate with regard to public safety operations.
  
10. Specifically describe any verifiable instances where lives or property were put at risk because of the interference. Do you have documentation?
  
11. Is there more than one party receiving interference?
  
12. Have any costs been incurred by any party due to the interference?
  
13. If costs have been incurred, state the amount of those costs and describe specifically why the expenditures were needed.
  
14. Describe any negotiations between the parties or attempts to resolve the interference which have occurred prior to the date of this dispute resolution.

## ASSERTIONS

1. Each party shall describe their preferred resolution to the dispute.
2. If there are alternative resolutions to item 15, describe them.

## PRODEDURE

1. The parties involved should at a minimum be prepared to answer orally each of the “MATTERS OF FACT” and “ASSERTIONS” cited above.
2. Written responses should be received no later than the end-of-business 21 calendar days following (but not including) the date of today’s dispute resolution. Receipt shall be considered to have occurred if the materials are physically in the possession of the APCO Frequency Coordinator.
3. Written materials may be transmitted via US Postal Service, electronic mail, courier or fax. Irrespective of the method of delivery, the materials must be transmitted in a format immediately decipherable by the Frequency Coordinator. At the present time, electronic formats suitable for delivery include those in Adobe .pdf, MicroSoft Word, WordPerfect and ASCII formats.

## RECOMMENDATION OF FREQUENCY ADVISOR

The APCO Frequency Coordinator is empowered to recommend a resolution of any interference dispute without consulting the Michigan Public Safety Frequency Advisory Committee (MPSFAC). However, where the Frequency Coordinator has requested the assistance of the Michigan Public Safety Frequency Advisory Committee, the Committee shall conduct a public hearing for dispute resolution purposes; the Committee shall review written submissions when appropriate; and it shall offer its advice in a timely manner to the Frequency Coordinator.

Therefore, parties to a dispute heard by the MPSFAC can expect a recommendation of the Committee to be forthcoming as soon as possible after a hearing is conducted and all written materials are submitted. In some instances, the Committee may request additional information from the parties to the dispute, from other persons, agencies or units of government which will delay their decision.

Findings of fact and the recommendation of the Frequency Advisor to the parties involved will be transmitted in writing to the parties involved and may be posted in a public place or forum.